

U.S. DEPARTMENT OF COMMERCE

CHARTER OF THE

NATIONAL CLIMATE ASSESSMENT AND DEVELOPMENT ADVISORY COMMITTEE

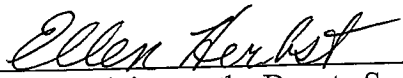
1. **Committee's Official Designation.** National Climate Assessment and Development Advisory Committee.
2. **Authority.** The Secretary of Commerce (the Secretary), pursuant to duties imposed by law upon the U.S. Department of Commerce including the Global Change Research Act of 1990, 15 U.S.C. §§ 2921 *et seq.*, and the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C. App. 2, and with the concurrence of the General Services Administration, established the National Climate Assessment and Development Advisory Committee (the committee).
3. **Objectives and Scope of Activities.** The committee's mission is to synthesize and summarize the science and information pertaining to current and future impacts of climate change upon the United States; and to provide advice and recommendations toward the development of an ongoing, sustainable national assessment of global change impacts and adaptation and mitigation strategies for the Nation. Within the scope of its mission, the committee's specific objective is to produce a National Climate Assessment that:
 - a. Integrates, evaluates, and interprets the findings of the U.S. Global Change Research Program (USGCRP) and discusses the scientific uncertainties with such findings;
 - b. Analyzes the effects of current and projected climate change upon ecosystems and biological diversity, agriculture, energy production and use, land and water resources, transportation, human health and welfare, and social systems, including in a regional context;
 - c. Analyzes current trends in global change, both human-induced and natural, and projects major trends for the subsequent 25 to 100 years;
 - d. Is a continuing, inclusive National process that synthesizes relevant science and information about changes in the Earth system as they affect the Nation's climate, and about how such changes relate to and interact with changes in social, economic, ecological, and technological systems; and
 - e. Supports climate-related decisions by providing an information base in multiple formats, including Web-based and hard copy formats.
4. **Description of Duties.** The committee shall function solely as an advisory body and shall comply with all applicable law and policies, including FACA, the FACA implementing regulations, and applicable Department of Commerce guidance. Further, the committee shall comply with the National Oceanic and Atmospheric Administration's (NOAA) Information Quality Act Guidelines in the development of the National Climate Assessment.

5. **Authority to Which the Committee Reports.** The committee shall report to the Under Secretary of Commerce for Oceans and Atmosphere (Under Secretary) or her or his designee on the committee's activities and recommendations regarding the contents and process of the National Climate Assessment. The Under Secretary shall ensure that the National Climate Assessment is forwarded to the USGCRP.
6. **Support.** NOAA's National Climatic Data Center shall provide funding and administrative support for the committee.
7. **Estimated Annual Operating Costs and Staff Years.**
 - a. The annual cost of operating the committee is estimated to be \$1,000,000, which includes 2.5 person years in staff support.
 - b. Members shall not be compensated for their services but may be reimbursed for their committee-related travel and per diem expenses upon request, in accordance with applicable law, and subject to the availability of funds.
 - c. The Under Secretary, at her or his discretion and subject to the availability of funds, may provide the committee with technical and logistical support obtained by NOAA through contract or other means.
8. **Designated Federal Officer.** The Under Secretary shall designate a Federal employee to serve as the committee's Designated Federal Officer (DFO). The DFO shall coordinate staffing support for the committee. The DFO shall approve and call all of the committee's meetings, prepare and approve all meeting agendas, attend all committee meetings, adjourn any committee meeting when the DFO determines adjournment to be in the public interest, and, when directed to do so by the Under Secretary, chair committee meetings.
9. **Estimated Number and Frequency of Meetings.** The committee shall meet at least once each year with additional meetings likely and to be called as deemed necessary or desirable by the Under Secretary, DFO, Chair, or Vice-chairs.
10. **Membership and Designation.**
 - a. To assure a balanced representation of views among preeminent scientists, educators, and other experts reflecting the full scope of issues addressed in the National Climate Assessment, the committee shall comprise approximately forty (~40) non-Federal members, and additional officials from the Federal departments, agencies, or entities listed below. The non-Federal members will serve as Special Government Employees (SGEs); the Federal officials represent their agencies and serve as non-voting ex-officio members. SGEs will be subject to the ethical standards applicable to SGEs; Federal officials serving on the committee will be subject to ethical standards applicable to Federal employees. Ex-officio members shall participate in all activities of the committee.
 - b. The Secretary shall select and appoint members. Members will be selected for appointment on a clear and standardized basis in accordance with Department of Commerce guidance. Ex-officio members shall include at least one representative

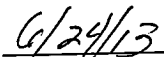
from each of the USGCRP participating departments and agencies, and representatives of the following additional Federal departments, agencies, or entities: 1) the Department of Homeland Security; 2) the National Science and Technology Council Subcommittee on Global Change Research; and 3) the Council on Environmental Quality; subject to such departments' agencies,' or entities' desire to participate on the committee.

- c. Each non-Federal member shall be appointed for an initial term of 3 years and shall serve at the discretion of the Secretary. Such members may be reappointed for successive terms.
- d. A chair, two vice-chairs and an executive secretariat shall be selected by the Under Secretary or her or his designee, and shall serve at her or his discretion. The chairs and the executive secretariat will manage and coordinate the work of the committee.

- 11. **Subcommittees.** The Under Secretary, in consultation with the chair and vice-chairs, has the authority to create subcommittees, and identify and appoint the members and a subcommittee chair. The membership of such subcommittees shall be drawn from among all the members and, if needed, based on the subject matter expertise required, may also be drawn from scientists, educators, or other experts who are not members.
- 12. **Recordkeeping.** The Under Secretary or her or his delegee shall be responsible for filings and other applicable requirements under FACA. The records of the committee, formally and informally established subcommittees, or other subgroups of the committee shall be handled in accordance with General Records Schedule 26, Item 2, or other approved agency records disposition schedule. These records shall be available for public inspection and disclosure subject to the Freedom of Information Act, 5 U.S.C. § 552, and other applicable laws.
- 13. **Duration/Termination.** This charter will terminate 90 days after the Government's Third National Climate Assessment is released to the public or two years from the date of the filing of the charter with the appropriate U.S. Senate and House of Representatives oversight committees, which ever date is earlier.



Senior Advisor to the Deputy Secretary
Performing the non-exclusive duties of the
Chief Financial Officer and Assistant
Secretary for Administration



Filing Date